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From: Khan, Annie (DPH)
Sent: Wednesday, September 14, 2011 12:43 PM
To: Callahan, Allison (SUF)
Subject: Resubmittal Procedure

The process is simple for the re-weighing and re-testing of the samples.

Re-submitting & Re-analyzing sample:

1. You will need to provide a Letter stating that above Lab #s need to be resubmitted for independent weighing and analysis. You can either email, fax or send with the letter with the drugs.
2. Have the appropriate PD return the samples to the Drug Lab. The samples will be re-assigned with the letter R.
3. The independent chemist must have a DEA license to transport and handle drugs. They will need to provide that documentation/certificate to myself.
4. Have the independent chemist call me at the lab to schedule an appointment.
5. Once a date is scheduled, the independent chemist and I will re-open and re-weigh the sample (to maintain integrity).
As for the re-analysis portion, we do not perform on-site re-testing. We will provide the independent chemist with a small portion of the sample. For substances about: 50-100mg and for Rx's about 2-3 tablets.
6. Then I will re-seal the bags and return it to the appropriate PD.
7. The independent chemist will provide you with a summary of their observations and findings.

Annie
Drug Analysis Lab
617-983-6631 (work)
617-983-6625 (fax)